

RECORDING FY96 PAYMENT TRANSACTIONS

Disbursement Method Indicator = M (Manual)

Manual Warrants:

All manual warrants which apply to FY96 **MUST** be entered and approved in MAIN FACS by the close of business on 10/10/96.

If entering the warrant into ADPICS, you **MUST** enter the effective date. It must be 09/30/96 if processing on or after Monday, September 30. The Due Date **MUST** also be changed to 09/30/96. This will allow the vouchers payable, e.g., TC 222, and the payment liquidation, e.g., TC 380, to post to fiscal year 1996 correctly.

If entering the warrant into R*STARS, the effective date **MUST** be 09/30/96 if processing on or after 09/30/96. The due date field must be entered as 09/30/96. Do **NOT** leave the due date field blank. This will allow the vouchers payable, e.g., TC 222, and the payment liquidation, e.g., TC 380, to post to fiscal year 1996 correctly.

If your agency does not enter and approve all of its manual warrants relating to FY96 by 10/10/96, then you must contact your OFM liaison.

Disbursement Method Indicator = M (Manual)

Wires

All wires which apply to FY96 **MUST** be entered and approved in MAIN FACS by the close of business on 09/30/96.

If your agency does not enter and approve all of its wires relating to FY96 by 09/30/96, then you must contact your OFM liaison.

Disbursement Method Indicator = L (Local Printer)

Local Warrants

All locally printed warrants which apply to FY96 **MUST** be entered and approved in MAIN FACS by 09/30/96. The confirmation of the locally printed warrants, via the 42 Screen in R*STARS, **MUST** also be done by 09/30/96.

This will allow the vouchers payable, e.g., TC 222, and the payment liquidation, e.g., TC 380, to post to fiscal year 1996 correctly.

If your agency does not enter, approve, and confirm all of its locally printed warrants by 09/30/96, then you must contact your OFM liaison.

ADPICS VENDOR STATUS CODE CHANGE

Please note that the state designated on the Vendor Status Code Table Maintenance screen (PCHL5800) for Class 001 Ownership Type, Status 150 Corporation, State of WV (West Virginia) has been corrected. The state designation prior to 09/23/96 was WY (Wyoming).